



An Informative Full-day Seminar:

# Ergonomic Principles

## 1 Who Should Attend . . .

This seminar is a must for anyone concerned about health and safety on the job including:

- ▶ Managers concerned about liability and workers' compensation costs.
- ▶ Employees who want to learn proper techniques for protecting their safety and health at work.
- ▶ Business owners who want to learn about compliance with Michigan Occupational Safety and Health Administration (MIOSHA).

## 2 MIOSHA Training Institute

MIOSHA Consultation Education and Training (CET) Division and Macomb Community College (MCC) have developed the MIOSHA Training Institute (MTI) through a formal alliance.

The MTI introduced an Assessment-Based Certificate program, effective October 1, 2007.

This course is a MTI Level One course. The certificate program offers participants an opportunity to be recognized for their educational efforts and increased technical expertise. Courses are offered throughout the state in sponsorship with other M-TEC<sup>SM</sup> facilities, community colleges, and safety and health organizations. To learn more about the certificate program, log-on to the CET Division website at [www.michigan.gov/mti](http://www.michigan.gov/mti).

## 3 What You'll Learn . . .

This program is designed to provide a basic understanding of ergonomics and the implementation of a successful ergonomics program. Building on the definition of fundamental concepts, this seminar will identify ergonomic disorders and risk factors. Various control measures will be reviewed. The importance for building a case for implementing an ergonomics program and the elements of an ergonomics program will also be covered. A discussion of MIOSHA's enforcement strategy and draft ergonomics standard will be presented. Ergonomic risk factor identification will be emphasized through a video and class exercise. Another class exercise will present methods for analyzing workplace records to establish the need for implementing an ergonomics program. Attendees will be provided with a variety of ergonomic resources.

### Agenda

*We offer a flexible program agenda to emphasize the safety and health topics you want most.*

- ▶ Discuss ergonomic background and definitions.
- ▶ Identify ergonomic disorders and at risk factors.
- ▶ Identify ergonomic solutions.
- ▶ Identify importance of building a case for an ergonomic program.
- ▶ Identify elements of an ergonomic program.
- ▶ Identify need for developing an ergonomic program.
- ▶ Identify MIOSHA ergonomic initiatives.

All meetings are accessible and barrier free. Please contact the cosponsor or CET Division, at least two weeks in advance, to request necessary accommodations.

# Facilitator

Debra Gundry has been with the State of Michigan since 1979. She is a graduate of Michigan State University and joined the Consultation Education and Training Division as a MIOSHA consultant in 1992. Debra provides services to Shiawassee, Clinton, Ionia, Ingham, Eaton, Jackson, and Hillsdale counties.

Debra's duties include consultative services to establish a company or organization's Safety and Health Management System; and planning and conducting training programs for management, trainers, supervisors, and employees regarding the Michigan Occupational Safety and Health Standards. She also serves on several CET committees.



**Debra Gundry**  
*Senior Occupational Safety Consultant,  
MIOSHA, CET Division*

## Program Details

DATE:	July 13, 2011	TIME:	Check-in - 8:30 a.m. Program - 9:00 a.m. to 4:00 p.m.
LOCATION:	M-TEC <sup>SM</sup> @ SMC Southwestern Michigan College 33890 US Highway 12 Niles, Michigan 49120	DEADLINE:	Register by July 7, 2011 Please register early!
COST:	\$105 per person. Includes lunch and course materials.  Certification/Maintenance Points Available	CONTACT:	Denice Tropp-Yates - 269.687.5645 or dtroppyates@swmich.edu

**COSPONSOR: M-TEC<sup>SM</sup> @ SMC (Southwestern Michigan College)**

If this valuable seminar doesn't fit with your schedule or position, please pass this flyer on to a colleague.

## How to Register

### Ergonomic Principles

#### Four Easy Ways to Register:

- ▶ **Phone:** 269.687.5645
- ▶ **Fax:** 269.687.5655
- ▶ **Email:** dtroppyates@swmich.edu
- ▶ **Mail:** M-TEC @ SMC  
33890 US Highway 12  
Niles, MI 49120  
Attn: Denice Tropp-Yates

**Please Make Check Payable to:  
M-TEC @ SMC**

Name: \_\_\_\_\_  
Company Name: \_\_\_\_\_  
Department: \_\_\_\_\_  
Job Title: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Email: \_\_\_\_\_  
Credit Card: VISA ☐ MasterCard ☐ Discover ☐ Am. Express ☐  
Credit Card #: \_\_\_\_\_ Exp. Date: \_\_\_\_\_  
Signature: \_\_\_\_\_

The meeting site and parking is accessible. Individuals attending the meeting are requested to refrain from using heavily scented personal care products, in order to enhance accessibility for everyone. People with disabilities requiring additional services (such as materials in alternative format) in order to participate in the meeting should call 517.322.1809. The Department of Energy, Labor and Economic Growth is an equal opportunity employer/program.

[www.michigan.gov/dleg](http://www.michigan.gov/dleg)